

SPECIAL FARMINGTON CITY COUNCIL MEETING

April 30, 2003

Present: City Council Members Larry Haugen, Bob Hasenyager, Susan Holmes, and Edward J. Johnson, City Manager Max Forbush, City Planner David Petersen, City Finance Director Keith Johnson, and City Recorder Margy L. Lomax.
Mayor David M. Connors arrived at 7:15 p.m.

The meeting was called to order at 6:40 p.m. by Mayor Pro Tem Larry Haugen.

Final Plat Approval Request - Farmington Greens, Phase IV Subdivision

David Petersen summarized the conditions for final plat approval as had been recommended by the Planning Commission. A letter stating those conditions had been sent to the developer, Neuman Petty of Claims, Inc., dated April 29, 2003. This phase of the subdivision is located across the street to the west from the Davis County Fairgrounds. There are 22 one-half acre lots in the subdivision. The lighting plan will be incorporated in their improvement drawings. The Army Corps of Engineers will issue a permit after they see the improvement drawings. The CC&R's will be delivered to the Planning Department for review.

Discussion was held regarding condition #3 of the letter regarding a 20-foot strip of land adjacent to 1100 West. The Planning Commission had recommended that it be vacated back to the property owners and that the area between the curb and gutter and the west right-of-way line be set aside primarily for equestrian use. The developer was to prepare and implement a revegetation and maintenance plan. The long-term maintenance of this area would be the responsibility of the adjacent property owners with periodic mowing by the City's Public Works Department.

Bob Hasenyager expressed concern that the 20-foot strip might not be maintained by the property owners due to the fact that it would be in their side and rear yards and might turn into a weed patch. He felt there should be some kind of oversight, possibly a homeowners association, to make sure it is maintained.

The City Manager pointed out that the City is proposing a Special Improvement District for the property south of this subdivision on 475 South Street and the City will probably be installing sidewalk on the Gines' property along 1100 West. Because this is going to be a walking area for school children, he stated sidewalk could be extended all the way up to the railroad tracks. He proposed that one of the requirements for approval of the plat could be installation of sidewalk along this strip. He suggested that a 5'-6' sidewalk with a shoulder to the right-of-way line be installed against the curb and the horse path of dirt be located to the side of it with the remaining footage being deeded back to the property owners.

Susan Holmes pointed out that the people in west Farmington were promised horse trails and that the City has worked hard to make sure they are provided. She stated that she would like to see sidewalk installed on both sides of the street. She wanted to see it stated in the deed that

the affected

homes are responsible for upkeep of that area, so that they know they are responsible for that 20 feet and if not maintained, they could be cited.

The City Manager suggested to have the street dedication be possibly two or three feet more so there would be enough room for the horse path and then it's automatically the responsibility of the abutting property owner by City ordinances to keep it weed free, if not, they are cited. The horse trail would be native vegetation and could be wider than the typical 7 ½' park strip. Having the horse trail next to the road would facilitate mowing it and would provide a place for piling of snow by the snow plows.

Susan Holmes moved that final plat approval be given to the Farmington Greens, Phase IV, Subdivision subject to the conditions set forth in the letter sent by the City Planner to Neumann Petty of Claims, Inc., dated April 29, 2003, up to condition #4 with condition #5 being changed to provide for an open feel by having the horse trail placed next to the road with enough space to allow for two horses to walk side by side and with the requirement to have the developer install sidewalk next to the horse trail and adjust condition #3 that only that portion of the 20' strip that is not used for the sidewalk and trail be deeded back to the abutting property owners.

The motion was seconded by **Ed Johnson** and was voted on unanimously in favor.

Mr. Neumann Petty addressed the Council expressing appreciation for the Council hearing this issue at their special meeting. Mr. Petersen clarified for him that sidewalk will now go to the intersection point that it will run all the length of his property.

Consideration of Resolution Declaring the Intention of the City to Create Special Improvement District 2003-01

The City Manager reported that the resolution, as prepared by City attorneys, provides for the installation of curb, gutter, and sidewalk; installation of decorative street lighting; and other miscellaneous improvements in five different areas throughout the City. The Oakridge Country Club is interested in having steel fencing added to the improvements to be made under the S.I.D. In order to do this, the City will have to amend the agreement with Oakridge Country Club, because a Special Improvement District will not fund improvements that are not publicly owned.

The City Manager discussed the five different areas to be included as part of the Special Improvement District. They are: (1) 475 South Street west of 1100 West; (2) 1500 West (east side) and 1800/1875 North (south side); (3) decorative street lighting in Summer Wood, Shepard Heights, Compton's Pointe, and Oakridge Farms Subdivisions; (4) the east side of State Road 106 from Glover Lane south to Lund Lane; and (5) miscellaneous improvements scattered throughout the City. He suggested that the Council impose the responsibility on those who get the improvements to establish a 10% reserve fund. The owners would pay into it for nine years and then the 10th year the fund would make the final payment. The City sets up the opportunity for property owners to be able to make improvements to their property through a S.I.D. Property owners will be given the opportunity to come before the Council on June 4 for a "protest

hearing” to let the Council know whether or not they want to be included as part of the Special Improvement District. There needs to be over 50% of the property owners in a particular area who want the District in order for it to be created. The Council will have the opportunity to delete certain properties, if they wish. The estimated cost of improvements, which includes engineering, attorneys’ fees, etc., is \$1,180,000. The City will pay approximately \$20,000.

A motion was made by **Larry Haugen** and seconded by **Ed Johnson** to approve Resolution 2003-14 declaring the intention of the City as described in the resolution to create Farmington City, Utah Special Improvement District No. 2003-01; to defray the cost and expenses of said improvement district by special assessments to be levied against the property benefitted by such improvements as described in the resolution; to provide notice of intention to authorize such improvements and to fix a time and place for protests against such improvements or the creation of said District; to declare its official intent to reimburse itself for expenditures paid by it prior to the sale of bonds; and related matters all as contained in the Resolution. The motion passed by a unanimous vote.

Authorization to Quit-Claim a portion of City Property (Burke Lane Detention Basin) to Utah Department of Transportation for Burke Lane Signalization

The City Manager explained that the Utah Department of Transportation is getting ready to put out for bid the installation of signalization at the intersection of Burke Lane and Main Street, but that they need approximately 600 more square feet of right-of-way by the Farmington entrance sign on Burke Lane and Main Street. A Quit-Claim Deed has been prepared by UDOT for execution by the City deeding this additional right of way to UDOT.

Susan Holmes made a motion to authorize the Mayor to sign the Quit-Claim Deed as had been presented by the City Manager. **Larry Haugen** seconded the motion and it passed with all Council Members voting in favor.

Budgetary Appointments with City Staff

Packets of information, which had been prepared by the City Manager and Finance Director, regarding the upcoming budget were handed out to the Mayor and City Council. The Department heads had been invited to come to the meeting to report on their individual department budgets.

Administration:

Keith Johnson, Finance Director, spoke first reporting on the budget requests for the Administration Department. These included: 2 new computers (replacement of existing ones); a new conference room table; painting for the exterior of City Hall; and other miscellaneous items.

Planning/Building Department:

David Petersen, City Planner/Zoning Administrator, next addressed the Council stating

that his Department is in need of more space and more help. His department is the most crowded with three full-time employees and two part-time ones. He hopes that when the new Community Center is completed, his department will be able to expand into the West Conference Room. There is money allocated in his budget for a divider to be used when that expansion takes place. There are also funds allocated for a plotter. At the present time the City uses the School District's.

Mr. Petersen had prepared two lists which he passed out to the Mayor and Council of work that was on his desk after he returned from a two-day conference in Colorado. The first list was "Long-Range Planning and Ordinance Work" and the second list was "Current Planning (Implementation)". The lists were designed to show the amount of work that is needed to be accomplished within the Planning Department and the need for additional personnel. He explained that timely review of development issues is very tough; that they are always scrambling and feels like they are letting people down. His request is for a new inspector who would work half-time on the NPDES requirements and the other half-time for building development. The storm water utility fee would be the revenue source for one-half of the new inspector's salary with the other half coming from development.

The City Manager stated that it is his intention to hire a consultant for approximately three months to help Mr. Petersen with development review in order to free Mr. Petersen up to do work on the General Plan.

Susan Holmes suggested that the Planning Department check out software packages that could be used in tracking development/construction projects.

Leisure Services Department:

Viola Kinney, Leisure Services Director, reported that her department is getting ready for the new growth associated with the construction of the new Community Center and the construction of the water playground by the pool. She has ordered computer software for registration on line. Her department will be training on the new software the first part of June.

Susan Holmes questioned her regarding how much of her time is spent with Utah Risk Management Mutual Association (URMMA) on training and other requirements. Ms. Kinney responded that she felt 15% to 20% of her time is spent on URMMA. She feels it is well worth the time spent. She is also using URMMA for staff training for aquatics.

Public Works Department:

Walt Hokanson, Public Works Director, reported for his department. In the streets budget there are requests for the purchase of a 10-wheel dump truck with pup and the leasing of a backhoe and loader. He stated that in January and February of this year the Public Works crew hauled 200,000 yards of dirt. If a contractor would have been hired to do the hauling, it would have cost the City \$260,000. By doing it in-house, it only cost for fuel and time. The

present 10-wheel dump truck has 200,000 miles on it and it is 10 years old. Shop repair time and costs are very detrimental to their department.

Mr. Hokanson stated that Caterpillar has a program now for leasing of backhoes. Because they will lease a backhoe for \$6,700 per year, he would like to lease two instead of purchasing them.

Mayor Connors asked staff to do a financial analysis to make sure that leasing is better than purchasing.

Mr. Hokanson stated that in the Water Fund there is a request for a mini-excavator which will be used on citizens' lawns to repair water leaks.

Susan Holmes also asked Mr. Hokanson how much of his time was spent on URMMA. He responded that it was about that same as Ms. Kinney but felt that it was very worthwhile. Things are being fixed that might not have been fixed in the past and playground equipment is inspected monthly with a report submitted to URMMA.

Fire Department:

Larry Gregory, Fire Chief, expressed appreciation to the Mayor and Council for the new addition to the Fire Station and for their support in adding hours for duty crew. Duty crew hours will go from 60 per week to 84 with the shifts being covered on high demand times. It is the Department's desire to have more coverage during the "peak" times. Friday and Saturday nights are the biggest demand. The Fire Department has been strengthened through new equipment, expanded facility and manpower. He also expressed support and appreciation for his fire fighters for the good job they are doing. All the firemen are rated "Fire Fighter #2", except for the new ones. He presented the Mayor and Council with a coin that he gives to the firemen to show appreciation and to help them remember who they are and what they stand for – a reminder to do a professional job.

He stated that a Federal Grant Application has been filed for funding for SCBA's. If the department receives the Grant, they would be able to purchase new air masks for all the firemen. Some of the old ones do not fit well.

Mayor Connors thanked Chief Gregory and expressed his congratulations to the Fire Department. He stated that the Department needs to get higher on the City's list for the next few years, but wrestles with how to fund it.

Police Department:

Wayne Hansen, Police Chief, reported that his Department has applied for a grant for a "crime scene laser". This would help officers to locate fingerprints, body fluids, etc. This is a portable unit with the officer wearing special glasses when operating it. He had submitted for funding a new officer to add to the Department. He felt it is important to give the officers

opportunity for growth through promotions. He had investigated the possibility of obtaining a grant which is a 75-25% match for one year. Then the Department would pick up the full cost for the officer. Currently there are six officers in full-time patrol, with a total of 11 in the Department. He is requesting 2 SUV's to be able to access the hillsides. There are no SUV's on patrol right now. The Department has two, one being used by the investigator because of all of his equipment, and the Chief has one. The State bid for two SUV's and a regular patrol car is \$76,900.

Bob Hasenyager stated that he wants to keep the police vehicles more identifiable – that it is a deterrent. He liked the old police cars that are painted black and white and felt that it was decided in the past to keep them easily recognizable. The newly purchased Police cars are painted dark blue, and he feels are not as identifiable. It was the consensus of the Mayor and Council that the Police cars should be well marked and easily identifiable.

Chief Hansen explained the reasons for not painting the new cars black and white like the old ones was the expense, that it costs \$800 per car; the resell value is lower for a two-toned car, and that the Department had decided to go with a new look.

One Police Officer is being trained by URMMA to become certified so he can come back to the Department and work with the other officers in their physical training. URMMA requires each officer to pass a physical training test. He believes it is very worthwhile training. They will have treadmills, bikes, etc., to facilitate this training.

Mayor Connors thanked Chief Hansen for the good work his Department does stating that he very rarely hears any negative feedback regarding Farmington's Police Officers.

General Fund Balance Analysis/Overview of Operating Revenues/Expenses

Max Forbush, City Manager, gave an overview of the planned budget for the upcoming year. He stated that capital projects are funded through impact fees. If not, money would be taken from the General Fund. The General Fund is not growing as well as in past. He expressed appreciation to Keith Johnson, Finance Director, for the tremendous job he does.

Keith Johnson then reported to the Council that revenues are coming in a little bit lower, but expenses are also coming in lower. In June there should be around \$450,000 in the fund balance. (The maximum for the City to be carried in the State balance is \$664,000.) It is planned to use \$140,000 of the fund balance for next year's budget. Staff wants to leave as much as possible in the fund balance. The settlement this last year from the insurance company from the collapse of the storage building at the old Public Works site added money to the General Fund.

Max Forbush stated that the way he tries to prepare the budget is to underestimate revenues and to overestimate expenditures so the City doesn't get in trouble with the State Auditor's Office.

Mr. Forbush summarized some of the budget issues as had been prepared. He pointed out that

sales tax revenue is down. The City lost approximately \$50,000 in sales tax revenue per year with the closing of Kmart. Property taxes are coming in a little bit higher because collections are up. The collection rate is better than the 90% the City received last year. The City is collecting more revenue from franchise fees and building permits are at a record number for this year. The City will be receiving \$420,000 from Class C road money. Last year it received \$400,000. The expenditures are down in the Capital Funds due to the fact that there has not been time to get all the projects planned for completed. The funds for emergency preparedness are up because the City received a Federal Homeland Security grant.

The proposed budget includes a sales tax increase of 2 1/2%. Other cities are keeping it level. The amount received will depend on what the statewide economy does this next fiscal year. The City Manager stated he will check with the State Office of Economics to see what is predicted for next year. The City plans to raise its development fees.

Susan Holmes stated that some cities are charging for every meeting the developer has with the City with extra fees being charged for personnel time.

The City Manager reported on the new City Museum. The Old Tithing office is being renovated with proceeds from the sale of the cannon. Building improvements will be done by June 30, 2003. The DUP doesn't want to republish the book "My Farmington." Therefore, there is no need for the City to budget money for this project.

In Fund 38, Street projects, are mostly funded from Class C Road funds. Staff tries to pick projects where roads are failing - such as Lois Taylor's subdivision, the slippage at the entrance to Somerset Farms; Moon Circle overlay, 1340 South, etc.. The Class C road budget is a restricted fund can only be spent on roads.

Susan Holmes stated that Glover Lane from the overpass to 650 West and 650 West need to be added to the repair list.

In Park Improvements Fund 42, Heritage Park and Main Park improvements will need to be financed through a \$475,000 line of credit. Repayment of the loan will be about \$55,000 per year. The bids will be opened on May 6 for the improvements, then the City will know how much money will be needed.

Storm water impact fees will pay for piping at 830 South and the Fieldstone catch basin. These are not flood mitigation projects.

Personnel/Manpower Issues

It is the recommendation of the City Manager to hold off on hiring a new Police Officer as had been requested by the Police Chief.

Susan Holmes had prepared a document supporting the idea of hiring an assistant for the

City Planner. She stated that Mr. Petersen is extremely overworked. There is more work than he has time to accomplish it. She expressed concern about the Master Plan and getting it set up now rather than waiting for two years.

Mayor Connors stated that there is money in the budget to hire a NPDES inspector. Some of the City Planner's work will be delegated to him, such as the inspection work. The City Planner/Coordinator will supervise him. It was suggested that possibly the contract planner should be increased from 3 months to 6 months. The City doesn't have the money to hire an assistant planner right now. The GIS mapper will continue working at half-time as per the Strategic Plan.

Susan Holmes also expressed support for an assistant for the City Manager and the Finance Director. She stated that Council doesn't want to overburden staff.

The City Manager stated that additional personnel are needed and would be appreciated, but that the money is just not there. He stated the budget preparation and implementation is a balancing act for the distribution of scarce resources whether it is cash or human- resource workload. Some work elements may be accomplished, while others may have to be postponed. The City work force accomplished a lot of worthwhile projects this past year. The City Manager requested the Council to be careful about assigning new projects that take considerable human resources without first considering the impact.

Ed Johnson suggested the possibility of having a committee to help keep the Farmington web site up to date. Susan Holmes pointed out that there may be a problem in keeping the site secure.

The City Manager stated that an increase in salary for the Mayor and City Council was being suggested in the budget. The Mayor and Council have not had an increase for over 10 years. The Mayor asked that an independent committee study this issue and check with other cities to compare the salaries of mayors and council members and make a recommendation based on their study. The Mayor didn't feel the Governing Body should make the recommendation. The goal is to make sure the City is fair and consistent with other cities.

On the issue of employees' salaries, the City Manager stated that the City is still trying to work toward the mid-point range. The City has made great progress toward this goal, but doesn't believe the employees are overpaid, but believes the wages are fairly conservative. Mayor Connors expressed concern about being fair with the employees.

The "Strategic Plan Initiatives" and "Storm Water Utility Fee" agenda items were tabled until the next budget meeting.

Miscellaneous

Don Hokanson of H.H.I. Corporation was present and asked for input from the Council

regarding his request on a previous City Council agenda for his business to be granted approval for a small auto dealership in order for them to sell their fleet vehicles. The Planning Commission had recommended against approval because they did not want to make a change to the General Plan that would allow for others to do the same. The Planning Commission seemed to be okay with H.H.I. having the small auto dealership if there were a way to accommodate him without changing the General Plan. It was decided the Mayor and Council will visit the site prior to the May 7 City Council meeting. Larry Haugen and David Hale, along with two Planning Commissioners, are to meet with Mr. Hokanson to see if a solution can be reached.

There being no further business, a motion to adjourn was made by **Bob Hasenyager** and seconded by **Susan Holmes**. The meeting was then adjourned at 10:10 p.m.

Margy L. Lomax
City Recorder